

CITY OF CENTRAL POINT

Oregon

City Council Meeting Minutes
Thursday, November 18, 2021

I. REGULAR MEETING CALLED TO ORDER

The meeting was called to order at 7:00 PM by Mayor Hank Williams

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Attendee Name	Title	Status	Arrived
Hank Williams	Mayor	Present	
Neil Olsen	Ward I	Present	
Kelley Johnson	Ward II	Present	
Melody Thueson	Ward III	Present	
Taneea Browning	Ward IV	Present	
Rob Hernandez	At Large	Present	
Michael Parsons	At Large	Present	

Staff members present: City Manager Chris Clayton; City Attorney Sydnee Dreyer; Police Captain Dave Croft; Parks and Public Works Director Matt Samitore; Planning Director Stephanie Holtey; and City Recorder Deanna Casey.

IV. PUBLIC COMMENTS- None

V. CONSENT AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Taneea Browning, Ward IV
SECONDER:	Rob Hernandez, At Large
AYES:	Williams, Olsen, Johnson, Thueson, Browning, Hernandez, Parsons

A. Approval of October 28, 2021 City Council Minutes

B. Parks and Rec Commission Appointment

VI. ITEMS REMOVED FROM CONSENT AGENDA

VII. ORDINANCES, AND RESOLUTIONS

A. Resolution No. _____, A Resolution Approving Intergovernmental Agreement with Central Point School District 6 for School Resource Officer and Authorizing Police Chief to Execute Same

Captain Dave Croft stated that the City and School District have worked together to support the School Resource Officer Program (SRO) to provide a safe learning environment for the students. The proposed agreement sets forth the relationship between the city and district regarding the duties of the SRO. The district will

essentially cover the city's cost for one full-time officer based on a 9-month agreement. If it is determined that the district requires the 2nd SRO on a more regular basis, the parties will determine the additional costs for the School District. Council was provided with an updated resolution clarifying that the City Manager and Mayor will be the responsible party to sign the agreement.

School District 6 Superintendent Walt Davenport stated that this program has been a blessing to the district. He thinks this is a great proposal and wants to continue to build this type of culture in our schools.

CAHPS Principle Matt Meunier enjoys watching the interaction between the students and the SRO.

Mike Parsons moved to approve Resolution 1689, A Resolution Approving Intergovernmental Agreement with Central Point School District 6 for School Resource Officer and Authorizing City Manager and Mayor to execute same.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Michael Parsons, At Large
SECONDER:	Tanea Browning, Ward IV
AYES:	Williams, Olsen, Johnson, Thueson, Browning, Hernandez, Parsons

VIII. BUSINESS

A. Classification Pay Plan Analysis

HR Director Elizabeth Simas stated it has been four years since the management compensation plan was reviewed. In order to maintain a competitive compensation plan the minimum and maximum salary bands need to be increased based on the US City average CPI-U July to July and effective January 1, 2022. In most cases, a change to the minimum or maximum salary does not change a manager's salary because increases are performance based. Management salaries are reviewed every three years. The city delayed requesting Council to approve market adjustments last year due to the unknown impacts COVID-19 would have on the City's budget.

She explained the recent salary study finding Department Directors are between 3%-8% below the average of the comparable market and 8%-26% behind the highest paid comparable jurisdiction. Central Point 8%-23% below the average of our local jurisdictions; 20%-28% below the highest paid local jurisdiction. Adjustments are needed to provide competitive salaries to our Directors. Mid-level manager salary scheduled will continue to be competitive and maintaining internal pay equity applying current CPI-U increases to all mid-level manager salary bands. It is also being recommended that the city increase the HRA VEBA contribution and differed compensation contribution.

There was discussion that we should be slightly above the median wage. We have not experienced Department Directors or Managers leaving the city for higher pay somewhere else. Usually the turn-over is because of retirement.

Staff will return to Council with a Resolution in December.

B. Central Point Chamber Office Update

City Manager Chris Clayton explained that the City of Central Point has been paying for the Central Point Chamber Office lease at 650 Pine Street for several years in the amount of \$16,000 per year in addition to the amount we pay the Chamber to operate the Visitors Information Center. The current Chamber office lease agreement expires on 12/31/2021. If we do not have another option we will begin discussions to solidify the arrangement in a new two-year agreement. Staff is considering alternatives before renewing the Visitors Information Center operations agreement.

Option 1: The Chamber office would relocate to the current Public Works Water Office once the Field Operations building is complete. The ongoing rental for the office would be minimal because the city owns the building. The building would require upgrades and improvements prior to being occupied by the Chamber.

Option 2: Relocate the Chamber to the City Hall upstairs lobby area and the Bridge room. The use of this space would provide the convenience of having both Chamber and City services at a single location. Other cities have used this option to co-locate city and Chamber offices.

Option 3: Allow the Chamber to relocate to the upstairs portion of the new Public Works facility located on S. Haskell. The new facility would have adequate unused space which could accommodate the needs of the Chamber and Visitors Information Center.

Option 4: Allow the chamber to remain at the current location until the Community Center is complete. The Community Center is ideal for the City Recreation/Parks Department, Chamber of Commerce and Visitors Information Center to Coexist.

Council discussed the pros and cons of moving the Chamber to City Hall or continuing to pay for the lease at 650 Pine Street. Directed staff to approach the Chamber Board to see if they are comfortable moving the Chamber to City Hall.

RESULT: FOR DISCUSSION ONLY

C. Potential Changes to Backflow Prevention Devices

Parks and Public Works Director Matt Samitore stated that the City has a very successful backflow prevention program. However, our water division has noticed some cheaper devices are being installed that do not protect the overall city water system. These devices are being installed on new homes with in ground sprinkler systems.

In reviewing the ordinance, it was determined that some devices are not being installed correctly or are not good enough to protect the overall system. Staff suggests adding additional language about approved backflow devices, homeowner responsibility and pre-existing devices. The amendment will also give the city authority to turn off water if home owners refuse to replace a defective device when instructed to do so because it is putting the entire water system at risk.

There was discussion about creating a grant program to help home-owners replace a

defective device. They think that we could use rescue funds to pay up to 50% of the replacement part. Staff will work with the City Attorney to complete the Ordinance and return in December.

RESULT: FOR DISCUSSION ONLY

D. Planning Commission Report

Planning Director Stephanie Holtey presented the November 2, 2021 Planning Commission report:

- Staff introduced the Zoning Code update project that kicked off at the CAC meeting last month. The goal is to provide a zoning code that is user friendly in organization and language, eliminate conflicting uses, provide more opportunities for housing, align the zoning code with the Comprehensive Plan and ultimately deliver a better experience for our residents and development community.
- The Commission continued its discussion on Cottage Housing with the focus on observations and suggestions stemming from the tour in October. They support this housing type but would like to see more affordable housing options in Central Point. They were concerned about the impact of rentals vs home owners.
- Staff provided an update on development activity during the month of October.
- The City is currently in the process of going through an audit for the Community Rating System (CRS). This program provides discounts on flood insurance to Central Point residents. The city provided documentation and is anticipating wrapping up this 5-year cycle in the coming weeks. It looks like we will be able to keep our low rating.
- They are adding a new section to the Planning Commission Agenda to allow commissioners opportunity to share things they are learning regarding planning, and events they are attending.
- Planning Commissioners requested that the Parks staff provide a presentation on the Bear Creek Greenway Fire Area Master Plan at a future meeting.

RESULT: FOR DISCUSSION ONLY

IX. MAYOR'S REPORT

Mayor Williams reported that:

- He attended the Study Session this week.
- He attended a TRADCO meeting about the National Transportation Plan.
- He attended an elected officials meeting with Representative Cliff Bentz at the Expo before he held a Town Hall meeting.
- He attended the Fairboard meeting. They were discussing the price of Fireworks for next year.

X. CITY MANAGER'S REPORT

City Manager Chris Clayton reported that:

- The Senior Center negotiations are currently on hold. They held a Bazaar recently and have had a COVID positive case. They will open again after Thanksgiving.

- The clock in the plaza outside City Hall is not working again. We have ordered new internal components.
- The Water Commission made a presentation to the Partner Cities. It looks like our increase will be around 4%.
- He was on the interview panel for Jackson County Roads and Parks Director last week.
- Pacific Power has agreed to the changes to our franchise agreement. Staff will return with a recommendation to Council in December.
- He has been working on the agreement for the Little League Field.
- There will be a Community Center meeting at the Expo next week.
- Jackson County is asking the State for additional ability to raid illegal marijuana fields and processing plants. They are limited to 40 per year, and they have tracked over 2000 illegal operations.
- Planning Director Stephanie Holtey is reviewing the CPMC in regards to annexations to make it more user friendly.

XI. COUNCIL REPORTS

Council Member Neil Olsen reported that he attended the Planning Commission meeting and the Study Session this week.

Council Member Kelley Johnson reported that she attended the Study Session.

Council Member Tanea Browning reported that:

- She attended the LOC Bylaws Committee meeting on Wednesday.
- She attended a National League of Cities Virtual Summit. They had incredible speakers including the biographer for George W Bush as opening speaker.
- She attended Carbon Market access to small woodland owners webinar, presented by the OSU extension office. It was very interesting concept of capturing both carbon and cash for the production of various woodland types. Skyman Arboretum is too small but the concept could apply to other lands and various woodland varieties in our region.
- A firm was selected for the Regional Greenway Planning. The Contract is being negotiated.

Council Member Rob Hernandez reported that:

- He attended the Study Session.
- He attended a joint community center meeting, he remains optimistic for the project.
- He attended the SOREDI Board meeting.

Council Member Michael Parsons reported that:

- On Halloween night he took the volunteer vehicle out with CPPD Volunteer Chuck Piland. They went to the area of Twin Creeks Crossing as the Central Point Police Department Volunteer Mobile Halloween Candy van. They distributed Junior PD Badges and Halloween treats to the trick-or-treaters and their parents. They received acknowledgement and appreciation from Parents for the City and Law Enforcement practices.
- He attended the Planning Commission meeting.
- He attended the Parks and Recreation Foundation Meeting.
- He attended US Representative Cliff Bentz Town Hall meeting at the Expo. Elected Officials had the opportunity to meet with Representative Benz the hour prior to the town hall.
- He attended the Study Session.
- He attended the RVSS board meeting where they discussed general business and financial housekeeping.

Council Member Melody Thueson reported that:

- Crater High School won the Cross Country State Championship. They are having problems with construction because of delays. The Crater Foundation dinner is December 4th.
- She attended the Study Session.

XII. DEPARTMENT REPORTS

Police Captain Dave Croft reported that they will be offering a job tomorrow to a lateral applicant out of California. They are in the process of filling a CSO position.

Parks and Public Works Director Matt Samitore reported that:

- The department conducted a speed study analysis to see which intersections have the most traffic on Hazel Street. He will return in December with the results.
- The Crater Foundation Dinner and Community Christmas are both on December 4th.
- Parks Department with the help of volunteers have planted 1000 daffodils.

XIII. EXECUTIVE SESSION - None

XIV. ADJOURNMENT

Tanea Browning moved to adjourn. Melody Thueson seconded and the meeting was adjourned at 9:16 p.m.

The foregoing minutes of the November 18, 2021, Council meeting were approved by the City Council at its meeting of December 16, 2021.

Dated:

12/16/21


Mayor Hank Williams

ATTEST


City Recorder